



Town of Groton - Public Works

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Public Works
Administration
(860) 448-4083

Meeting Minutes

Permanent School Building Committee

Chairman Rick DeMatto, Robert J. Austin-LaFrance, Robert K. Frink, Richard Monteiro and David Russell

Thursday, November 17, 2011

7:00 PM

Town Hall Annex - Community Room 1

1. ROLL CALL

The meeting was called to order at 7:10 pm by the Chairman, Mr. DeMatto. (The meeting was delayed due to the anticipation of the arrival of the Vice Chairman).

Members present: Chairman Rick DeMatto, Richard Monteiro, Robert Frink, and David Russell.

Absent: Robert Austin-LaFrance.

Staff: None

2. APPROVAL OF MINUTES

A motion was made by Mr. Monteiro, seconded by Mr. Frink, to accept the minutes of the October 6, 2011 meeting. Approved unanimously.

3. COMMUNICATIONS AND REPORTS (other than Subcommittee reports)

(a) PSBC Members

The Committee reviewed and discussed Wes Greenleaf's memo of October 17, 2011 regarding capital expenditure request and Mark Oefinger's response of October 25, 2011. As a follow-up to the discussion, the group agreed to have Mr. DeMatto learn more about the membership criteria regarding the Board of Education's newly established Vision Committee. He will ask if it would be appropriate to have a representative from the PSBC to be a member(s) of the committee.

(b) Staff

4. RECEIPT OF SUBCOMMITTEE REPORTS

5. UNFINISHED BUSINESS

P-2011-0001 Define Project Oversight Responsibilities

Mr. Frink shared the draft of the document that he and Mr. Austin-LaFrance prepared. The committee reviewed and discussed the proposal. Suggestions were made and it was decided to continue to study the draft outline and be prepared to make further suggestions at the next meeting. Mr. Frink and Mr. Austin-LaFrance were thanked by the committee for the good work. The committee agreed to meet December 1, assuming Wes Greenleaf and Rick Norris were available. If this is not the case, the meeting will be postponed until December 15, 2011.

6. NEW BUSINESS

7. OTHER BUSINESS

8. ADJOURNMENT

The meeting was adjourned at 8:05 pm.